



COUNTY OF PLACER CIVIL SERVICE COMMISSION

Monday – May 12, 2014

MINUTES

4:00 PM Closed Session

4:30 PM Open Session

CIVIL SERVICE COMMISSION

JOHN COSTA

RON LE DOUX

DON NELSON, **Chair**

ANDRAE RANDOLPH

RICK WARD, **Vice Chair**

Nancy Nittler, Personnel Director
Kellie Craig, Executive Secretary

**Placer County Human Services
Employment Services Conference Room
1000 Sunset Blvd., Suite 100
Rocklin, CA 95765**

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3:00 PM Tour Health and Human Services Call Center

4:00 PM ROLL CALL

Meeting was held at the Placer County Human Services
Employment Services Conference Room
1000 Sunset Blvd., Suite 100 Rocklin, CA 95765
Chair Nelson presiding.
All Commissioners were present.

CLOSED SESSION – PURSUANT TO GOVERNMENT CODE

I. PUBLIC EMPLOYEE PERFORMANCE EVALUATIONS

- A. Closed Session - Evaluation of performance of various Placer County employees pursuant to Government Code Section 54957.1 and pursuant to Placer County Chapter 3, Code Section 3.04.650.

4:30 PM OPEN SESSION

FLAG SALUTE Led by Commissioner Costa

I. REPORT OF ACTION TAKEN IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957.1.

Chair Nelson announced that the Commission had met in closed session to discuss personnel matters pursuant to authority granted by Government Code Section: 54957.1 Public Employee Performance Evaluations.

No action to report.

II. AGENDA APPROVAL

It was moved by **LeDoux** and seconded by **Costa** to approve the agenda.

Motion Carried Unanimously.

III. MINUTES OF PREVIOUS MEETING – April 14, 2014

Chair Nelson approved the minutes as submitted.

IV. PUBLIC COMMENT – None

V. OLD BUSINESS - None

VI. NEW BUSINESS

- A. Approval of merit increases for classified employees pursuant to Section 3.04.650 (progression in steps) of the Placer County Code.

It was moved by **LeDoux** and seconded by **Ward** to approve merit increases for classified employees.

Motion Carried Unanimously.

- B. Health and Human Services – Classification Specification Revision request – Client Services Program Manager.

It was moved by **LeDoux** and seconded by **Randolph** to approve the classification specification revision request of Client Services Program Manager.

Motion Carried Unanimously.

VII. COMMUNICATIONS - Reports to the Commission are informational items only. (No action will be taken)

- A. Provisional appointment - None

- B. Report of leaves of absence

- C. Staff reports and correspondence

- Michelle Beauchamp received a certificate of completion for Management Leadership Training – 2012 Performance Tool Kit Document
- Jon Harned received a certificate of completion for Management Leadership Training – 2013 New Employee Benefit Processing

- D. Commissioner comments –

Commissioner Nelson very impressed with the Call Center.

ADJOURNMENT @ 4:55 PM

There being nothing further to come before the Commission, it was moved by **Costa** and seconded by **LeDoux** to adjourn the meeting.

Motion Carried Unanimously.

The next regular meeting will be in on **Monday – June 9, 2014 –**
Placer County Training Room @ 145 Fulweiler Avenue, Suite 200
Auburn, CA 95603 commencing @ 4:00 PM.

PLACER COUNTY CIVIL SERVICE COMMISSION

DON NELSON
CHAIR

KELLIE CRAIG
EXECUTIVE SECRETARY